

Section 7005

(October 2002)

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INCIDENT ORGANIZATION

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CDF will use the *Incident Command System* (ICS) for the management of all emergency incidents. The system, as described in the following sections, is part of the *National Interagency Incident Management System* (NIIMS). The other components of NIIMS are a qualifications and certification system, training, publications, and supporting technology. In California, the ICS is managed/supported by the FIRESCOPE decision process, with the O.E.S. Fire and Rescue Advisory Committee/FIRESCOPE Board of Directors serving as the fire service management system for all state agencies by executive order.

The organizational structure provided in ICS does not require organizational expansion in stages from initial attack through major incident; rather, it provides for expansion as required by the incident strategy-situations. ICS organization structure, responsibilities, position duty statements and checklist, incident staffing guides, etc., can be found in the FIRESCOPE *Fire Service Field Operations Guide* (FOG) (ICS 420-1).

INCIDENT COMMANDER

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There is always an assigned *Incident Commander* (IC) for every emergency incident from first alarm through the entire duration of the incident. The identity of the IC will be clearly known at all times, both by the CDF Unit *Emergency Command Center* (ECC) and incident personnel. Every IC will take whatever aggressive action is deemed necessary, given the values threatened and difficulty of control, to manage the incident. Emergency incident activities operated under unified command may have more than one IC; however, a single set of objectives will maintain unity of command.

Until someone arrives at the scene, the ECC will fill the role of IC until a qualified company or chief officer arrives on the incident, at which time a transfer of command will take place. Each time the command changes within the life of an emergency, the ECC will broadcast the change to all personnel at the emergency. After the arrival of an on-scene IC, there must never be any doubt concerning who is in charge of the emergency. If there is, the ECC is responsible for clearing up that doubt by questioning the last known IC.

The arrival at the scene of an officer of superior rank to the IC does not automatically signify a change in command. There can only be one CDF IC on any one emergency at any one time. A transfer of command responsibility by a superior at any level must be clearly indicated and made known.

INITIAL ATTACK (IA)
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7005.2

INITIAL ATTACK DEFINITIONS
(October 2002)

7005.2.1

Wildland: The fire can be contained by the first resources dispatched, without substantial augmentation, within two hours of the report time.

(Reference: [Handbook 7751.1](#))

Structural (First Alarm): The fire can be confined to the building/area of origin by the first-dispatched suppression resources, without substantial augmentation.

Strategy:

An initial attack strategy will generally focus on using resources (engines, trucks, fire crews, dozers, rescues, and/or aircraft) working together to extinguish the fire or abate the emergency as quickly as possible with the initial attack response.

Initial Attack Responsibilities:

The IC will plan, organize, direct, control, and evaluate the incident based on what is known. The IC is responsible for and will document on an [ICS 201](#), resource status, situation status and personnel safety and accountability. See specific incident information within this handbook for further guidelines.

Organization:

The number and types of resources will vary depending on the Unit dispatch level and/or standard response plan. A company or chief officer will fill the role of IC and will assume all command or general staff positions not filled. A single engine response would require the company officer to assume all functions of the initial attack IC. Multiple resources will cause the organization to grow and assignments to be delegated to maintain span of control. Operational divisions and/or groups will be identified utilizing company officers assigned to ground resources or officers with assigned vehicles. Consider establishing a temporary staging area using an engine company if assignments are not immediately known.

EXTENDED ATTACK (October 2002)

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EXTENDED ATTACK DEFINITION: (October 2002)

7005.3.1

Wildland: The fire can be contained within the first burning period (from the time the fire starts to 10:00am the following day), but requires substantial augmentation of the first-dispatched resources.

(Reference [Handbook 7751.1](#))

Structural (Second alarm): The fire can be confined to the buildings/area of origin, but only with substantial augmentation of the first-dispatched resources.

(Reference [Handbook 7751.2](#))

Strategy:

An extended attack strategy will generally focus on direct and indirect tactics using resources (engines, trucks, fire crews, dozers, rescues, and/or aircraft) to extinguish the fire or abate the emergency as quickly as possible using initial attack and augmented resources.

Transitioning from Initial Attack to Extended Attack:

Due to the expanding number of resources and complexity/size of the incident the incident command responsibilities will most likely transition to a chief officer. This can happen rapidly or over several hours. The Initial Attack to extended attack IC transition will include a face-to-face briefing on the incident history, the Plan (objectives), the current organization, resource status, situation status (map), personnel safety and accountability.

Extended Attack Responsibilities:

The IC will take the existing intelligence and develop a plan (objectives), organization (using ICS) and where necessary add resources and overhead to staff the incident. A fixed command post will be established.

Documentation will be done on an [ICS-201](#), [ICS-202](#), [ICS-203](#) and [ICS-214](#). A written *Incident Action Plan* (IAP) is required if a Unified Command is in place or a second operational shift for control of the incident is ordered. Personnel rehab and fatigue of firefighters must be considered. Logistical support in terms of food, drinking water, fuel, hose, foam, sanitation facilities, etc. will be required.

Organization:

- The IC must consider span of control and delegate responsibilities. The IC will use ICS to fill the necessary positions.

MAJOR INCIDENT
(October 2002)

7005.4

MAJOR INCIDENT DEFINITIONS:
(October 2002)

7005.4.1

Wildland: The fire CANNOT be contained within the first burning period, even with substantial augmentation of resources; long-term resource commitment and logistical support will be required.

(Reference: [Handbook 7751.1](#))

Note: Substantial augmentation means the addition of multiple types of suppression resources (e.g., two or more air resources AND two or more fire crews, dozers, or engines, etc.)

Third Alarm (Structural): The fire CANNOT be confined to the buildings/area of origin, even with substantial augmentation of resources; defensive tactics are appropriate to meet a containment objective; long-term resource commitment and logistical support will be required.

(Reference: [Handbook 7751.2](#))

Strategy:

Direct, indirect, or a combination of direct and indirect attack tactics are used. The incident will have multiple operational periods, a written IAP for each period and an incident base to support the incident personnel. A *Wild Fire Situation Analysis* (WFSA) will be used on Federal lands.

Transitioning from Extended Attack to Major:

Due to the expanding number of resources and complexity/size of the incident the incident command responsibilities will most likely transition to a chief officer. The Extended Attack IC will provide written ([ICS 201](#), [ICS-202](#), [ICS-203](#), [ICS- 214s](#), maps) and verbal intelligence, Plan (objectives), current conditions, organization, resource status, situation status and personnel accountability. A *Major Incident Command Team* (MICT) may be ordered by the Unit to manage the incident. The CDF [Incident Command Team Transition Briefing and Debriefing Form](#) should be prepared by the Extended Attack IC and the Line Officer for complete documentation.

Major Incident Responsibilities:

The new IC will consider the intelligence gathered to develop control and management objectives for the incident. If federal lands are burning in CDF DPA a WFSA will need to be developed and signed.

An incident base will be established for incident personnel. Written IAP's will be required and formal operational briefings will occur.

CONTINGENCY PLANNING: “PLAN B”

7005.5

(October 2002)

Contingency planning shall be prepared to implement an alternate (contingency) plan, which will contain the incident. The contingency plan should be a realistic plan, with clear objectives, and available resources to accomplish the required tasks in the required time frames.

TRANSITIONS

7005.6

(October 2002)

UNIT MANAGEMENT TO TEAM MANAGEMENT

7005.6.1

(October 2002)

The decision to use a MICT will be made by the Unit Chief, and approved by the Region Chief or his/her designee. The MICT works for the Unit Chief who acts as the Agency Administrator to the team and will be required to give management objectives to the MICT IC. The Unit Chief must decide who from the Unit staff will be his/her representative (Line Officer) to the team.

(Reference: [Section 7097](#))

PLANNING AND SHIFT CYCLES

7005.7

(October 2002)

There are two popular operational shifts used on wildland fires, the 24-hour and 12 hour. Other shifts may be used depending on needs. There are many factors to consider when choosing the appropriate operational shift: **Shift times may be adjusted to meet operational needs.** ([See Section 7097 for sample shift clocks](#)).

- How long the initial, or extended, attack firefighters have been up and committed to emergencies.
- Distance from incident base to fire, or different portions of the fire.
- Will firefighters actually be on duty for 12 or 24 hours given the travel distances, need to re-supply, fix vehicles, eat, etc.
- Can firefighters work safely at night?
- Will firefighters get a solid eight hours of rest?
- Are the fire, or any portion of the fire, contained, and not requiring a heavy night shift?
- One planning meeting can cover multiple shifts, particularly as the incident winds down.

([see next section](#))

([see HB Table of Contents](#))

([see Forms](#) or [Forms Samples](#))